

October 24, 2005

CHFS Focus Employee Spotlight: Dr. Robert Brawley, Manager, Communicable Disease Branch, Department for Public Health

By Barbara Fox

Robert Brawley, M.D., recently was named the physician branch manager for the Communicable Disease Branch, Division of Epidemiology and Health Planning, Department for Public Health.



Shortly before his appointment, Brawley retired from the U.S. Navy Medical Corps after serving 27 years.

A native of Tennessee, Dr. Brawley began his professional life as a chemical engineer after graduating from the University of Tennessee. After serving with Procter & Gamble in Cincinnati, he attended Ohio State University where he graduated from medical school and completed a pediatric residency. Brawley holds specialized degrees in epidemiology, including a master's degree in public health from the University of North Carolina at Chapel Hill. Following pediatric infectious disease specialty training, he entered the military where he served in such prestigious postings as the pediatric and preventive medicine divisions of naval hospitals, medical clinics and headquarters commands in San Diego, Oakland, San Francisco and Norfolk-Portsmouth, Va. Most recently, he served as head of the Clinical Investigation and Research Department at the Naval Medical Center in Portsmouth.

The mission of the Communicable Disease Branch is to eliminate, reduce and control certain communicable diseases. Local health departments in Kentucky provide direct care while the central office provides training, educational materials, technical and financial assistance and program planning and evaluation. The branch provides professional consultation to the health care community as well as to individual programs within the department. It is also responsible for the selection, training and maintenance of the Rapid Response Team that provides support to local health departments in controlling disease outbreaks. This mission is accomplished through three major programs - communicable disease control and immunizations, tuberculosis control and sexually transmitted disease control.

Brawley resides in Frankfort with his wife Marty, a registered nurse. Together they enjoy hiking, reading and movie marathons (viewing two to three movies in one day

at a large multi-screen theater). They are most proud of their four children who have careers as a registered nurse, a building contractor, a banker and a real estate investment banker.

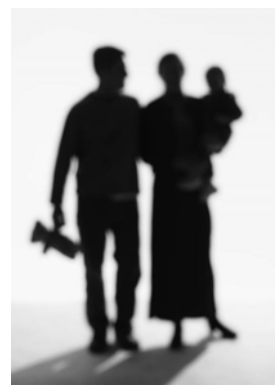
The division feels fortunate to welcome aboard such an experienced, well-rounded infectious disease pediatrician and public health epidemiologist.

CHFS Focus Program Spotlight/Employee Recognition Month Spotlight: Family Support - Bluegrass/Fayette, Cumberland Valley and Big Sandy Service Regions

Bluegrass/Fayette Service Region Spotlight: Beverly Hatton, Family Support Principal Eligibility Worker

Beverly Hatton is a 25-year career Cabinet employee in Fayette County. She was hired as a clerical worker and within three years was promoted through the ranks to her current position, principal eligibility worker.

In July 2003, Beverly received a special duty assignment that involved identifying, processing and initiating fraud and non-fraud food stamps claims collections.



At the time Hatton accepted this special assignment, Fayette County had about 350 past-due claims and about 40 current claims in the local office alone. Even though Hatton was on sick leave for nearly two months recovering from a serious health problem, she still managed to eliminate Fayette County's food stamps claims backlog by Oct. 1 this year.

Hatton accomplished this feat working as the sole employee on this assignment from July until April 2005, when another worker was assigned to help. In addition, Hatton took on this responsibility while continuing to perform her routine functions as a principal worker for her unit's eligibility program.

"Beverly should be commended for a job well done and for her hard work and dedication to our Cabinet and our region," said regional Field Services Supervisor Jimmie Lou Abney.

Abney said the Cabinet's Fayette County customers are fortunate to have such a wonderful public servant and friend as Hatton, and regional staff benefit greatly from her example of outstanding service.

October 24, 2005

CHFS FOCUS

Employee Recognition Month

Big Sandy Region Spotlight: Melina Hampton, Family Services Office Supervisor, Floyd County Department of Protection and Permanency, Adult and Ongoing Child Protective Services team member

Melina Hampton has been a supervisor for about two years, during which time she has worked hard to overcome and resolve the challenges associated with staff shortages due to medical leave and other reasons.

Even without full staffing, Hampton ensures clients receive needed services, often stepping in to do the job herself. When one of Hampton's staff members recently had to take unexpected medical leave, Hampton volunteered to complete the worker's in-home and follow-up visits with families receiving protection and permanency services to ensure families were safe and received needed services.

As a family services office supervisor, Hampton could have delegated the extra duty to another worker. However, sensitive to the already heavy workloads her staff members were carrying, she accepted the responsibility herself out of concern for both clients and staff.

Hampton also works actively on a daily basis with community partners and promoting family team meetings and casework excellence.

"Melina's dedication to the families of Floyd County is indicative of the excellent employees we have in the Big Sandy Region," said Deborah Price, service region clinical associate. "Melina is one of our region's workers who sets an impressive standard of work that inspires and motivates us all."

Cumberland Valley Service Region Spotlight: Family Support staff

When asked to identify one worker or work unit for recognition in the CHFS Focus, Cumberland Valley Service Region Administrator Nancy Bean and Associate SRA Peggy Woods said narrowing the field down is an impossible task.

"I didn't want Cumberland Valley to be left out of the chance for recognition, however, I had a real problem identifying a single employee or team for recognition, because all of them do a superior job," Bean said.

The Cumberland Valley family support staff achieved an overall year-to-date timely food stamps application rate of

98.8 percent and a 99.6 percent recertification timeliness rate.

Staff has also continued to maintain a Kentucky Works Participation rate in excess of 70 percent.

"No one person or even one team could possibly take credit for this kind of achievement," Woods said. "Statistics like these verify that the quality of services provided in this region is the result of dedicated, intelligent, hard working employees on the front lines who apply their skills and compassion to those they serve on a daily basis."

"I have the greatest admiration and respect for our family support staff," Bean said. "I stand in awe of them. I'm so pleased to have this chance to express my sincere appreciation to them and to recognize each and every one of them in this way."

Health insurance open enrollment under way

Open enrollment for 2006 Health Insurance plans began Oct. 17 and continues through Friday, Oct. 28.

Employees who are not making changes to their current level of coverage will not need to re-enroll to have health insurance coverage for 2006. All employees, however, who wish to participate in a flexible spending account MUST enroll specifically for the flexible spending account for 2006 even if no changes are being made to their current level of health insurance coverage.

Employees who have misplaced their password for Web (online) enrollment or who have been locked out of Web enrollment, can contact the CHFS Division of Personnel Administration for assistance in obtaining a new log-in ID or to have a password reset. Contact Beth Feddersen (DMH/MRS and DCBS workers) and Franka Ickes (for all other Cabinet offices/departments). They both can be reached by calling (502) 564-7770, ext. 4202 for Beth and ext. 3964 for Franka.

Employees are strongly encouraged to take advantage of Web enrollment to make changes or begin or continue participation in a flexible spending account for 2006. The Web-based open enrollment system is safe and secure.



October 24, 2005

The Personnel Cabinet's Web site has the most up-to-date information regarding 2006 health insurance coverage at <http://personnel.ky.gov/stemp/dei/06planyear/default.htm>.

Below is a list of the health insurance coordinators for the departments/offices within CHFS.

Office of the Secretary – Donna Parker
Office of Legal Services – Donna Parker
Office of Legislative and Public Affairs – Donna Parker
Office of Fiscal Services – Donna Parker
Office of Technology – Donna Parker
OHRM – Donna Parker
Office of Contract Oversight – Donna Parker
Office of Inspector General – Bill Irvin
Department for Disability Determination Services – Bill Irvin
Department for Public Health – Jeanna Foster
Department for Mental Health and Mental Retardation Services – Dawn Welch
Department for Human Support Services – Jeanna Foster
Office of the Ombudsman – Jeanna Foster
DCBS/Central Office divisions – Barbara Eblen
DCBS/Northern Kentucky region – Melinda Parrish
DCBS/Bluegrass Rural region – Zenda Jones
DCBS/Bluegrass Fayette County region – Zenda Jones
DCBS/Gateway/Buffalo Trace region – Melinda Parrish
DCBS/FIVCO region – Zenda Jones
DCBS/Big Sandy region – Angie Ritchey
DCBS/Kentucky River region – Angie Ritchey
DCBS/Cumberland Valley region – Melinda Parrish
DCBS/Lake Cumberland region – Angie Ritchey
DCBS/KIPDA Rural region – Janice Finley
DCBS/KIPDA Jefferson County region – Janice Finley
DCBS/Lincoln Trail region – Cassandra Oliver
DCBS/Barren River region – Cassandra Oliver
DCBS/Green River region – Cassandra Oliver
DCBS/Pennyrile region – Barbara Eblen
DCBS/Purchase region – Barbara Eblen
Department for Medicaid Services – Jeanna Foster
Office of Health Policy – Jeanna Foster
Commission for Children w/Special Health Care Needs – Jeanna Foster

New state long-term care ombudsman named

Charles L. "Larry" Smith has been named Kentucky's new long-term care ombudsman in the state Cabinet for Health and Family Services.

A veteran of this line of work, Smith has held numerous health care administration leadership posts throughout his career, most recently as a certified ombudsman in the

KIPDA region. In that position, Smith advocated for long-term care residents; identified, investigated and reported felony-level elder exploitation and coordinated information and public policy programs.

"Larry brings a wealth of expertise and knowledge to the position, which will be of great service to the long-term care residents in the commonwealth," said Mike Fields, the Cabinet's undersecretary for human services. "His previous work as a long-term care ombudsman and unique set of skills made him an excellent candidate for this position."

A graduate of Belmont University, Smith holds a master's degree in education from Southern Baptist Theological Seminary. He has been a certified long-term care ombudsman since June 2004.

Smith also has served previously as an educational and behavioral specialist/coordinator for a psychiatric hospital and as a graduate school teaching assistant and media producer. He has also held positions in church administration and education.

Smith and his wife, Patricia Rhea Yardley, reside in Louisville. They have two adult children.

The federal Older Americans Act requires each state to establish an Office of the State Long-Term Care Ombudsman to administer programs and services to advocate for residents of nursing homes, personal care homes and family care homes.

Kentucky's program has been in operation since 1978.

Employee Suggestion System - Jackson's suggestion receives ESS award

Employees can now use a new online system to submit suggestions to the Kentucky Employee Suggestion System and track their suggestions through the process.



The Kentucky Employee Suggestion System is an incentive program designed to encourage classified employees to share their ideas for improving state government productivity and services.

Awards may range from \$100 to 10 percent of the first year's documented or estimated savings resulting from an employee suggestion, up to a maximum of \$2,500. Ideas adopted that produce intangible savings may be eligible for a \$100 award. Cash awards are given when a suggestion is

October 24, 2005

implemented and results in cost reductions or cost avoidance, or for ideas that improve processes or programs, public relations, safety or operations effectiveness.

DCBS employee Keith Jackson receives reward

Keith T. Jackson, Department of Community Based Services family support program coordinator for Jefferson County, received an award for his suggestion concerning mailing Home Energy Assistance Program reports to 24 agencies on a monthly basis. The former procedure involved two separate mailings for each monthly report due to printing limitations that required reports to be printed in two batches. Jackson's suggestion was to mail the report only during the months when the Low-income Home Energy Assistance Program was actively operating, generally from November through April, rather than all 12 months of the year. His suggestion saved the state more than \$16,500 and earned Jackson an award of \$1,664.

The online suggestion system is available at the following Web address:

<http://personnel.ky.gov/stemp/kess/default.htm>.



Fundraising efforts net \$810 for KECC

Above: Members of the Employee Recognition Committee present a check for the proceeds of the carnations of appreciation sale to Undersecretary for Human Services and CHFS KECC Coordinator Mike Fields. Right to left, Amberlee Nickell, Sandra Brock, Fields, Dorothy Brown, Dawn Williams, Julie Brooks and Terri Cook.

Recent KECC fundraising efforts have been extremely successful, with Cabinet employees chipping in more than \$800 in proceeds from carnations of appreciation sales during Employee Recognition Month.

The Employee Recognition Committee, comprised of employees throughout the Cabinet, planned a series of

events to honor staff throughout the month of October, including a health fair and chili cook-off, among other events.

The sale of carnations had a dual purpose: to honor the efforts of CHFS employees and raise money for KECC.

Cabinet employees purchased carnations for \$2 and had them delivered to designated staff members Oct. 14. More than 500 carnations were sold, according to Terri Cook, administrative coordinator in the Office of Human Resource Management.

The Employee Recognition Committee present a check from the proceeds of the sale to CHFS Undersecretary for Human Services Mike Fields on Oct. 18.

Congratulations to all the Employee Recognition Month Committee members on a job well done.

Kentucky Deferred Compensation for new employees

Kentucky Deferred Compensation is an optional, state-sponsored benefit available to all state employees providing an easy, tax-sheltered way to supplement retirement benefits. Kentucky Deferred Compensation invites new employees to learn about the benefits of this important financial tool at an enrollment seminar Oct., 27 from 12:10 p.m. to 12:50 p.m. at 105 Sea Hero Road, Suite 1, in Frankfort. The seminar is for employees who have been hired within the past 12 months.



The seminar will offer information regarding:

- The risks and rewards of investing
- The best way to invest your money to meet retirement goals; and
- Enrollment in 401(k) and/or 457 plans.

Limited seating is available and pre-registration is required. Contact Carol Cummins or Larincia Bowers at (502) 573-7925 or (800) 542-2667 to register. Employees unable to attend may call to request an enrollment kit.

Lunch will be provided.

October 24, 2005

CHFS Focus Health Tip of the Week: Make Halloween a fun, but safe and healthy event

By Anne Parr, R.N.

To get the most out of trick-or-treating, be safe and use good common sense.

Make Halloween a fun, safe and happy time for your kids and they'll carry on the tradition that you taught them with their own families some day.

Below are some Halloween safety tips:

- Use makeup instead of masks, preferably Mom's hypo-allergenic products or purchase hypo-allergenic face paints. An adult should apply the makeup and remove it with cold cream instead of soap and water.
- Avoid costumes with masks, wigs, floppy hats or eye patches that block vision.
- Wear bright, reflective clothing or have reflective patches somewhere on the costume if you dress up to go out at night.
- Avoid pointed props such as spears, swords and wands that can endanger children's eyes.
- Carry a bright flashlight to illuminate sidewalks, steps and paths.
- Never drive while wearing a mask.
- Obey all traffic rules and signals, both as a pedestrian and a driver.
- Younger children should be accompanied by an adult while traveling about the neighborhood. Older children should trick-or-treat in groups.
- Use common sense. Never dart out from between parked cars, hidden corners or alleys. Avoid streets under construction. Don't trick-or-treat in busy commercial areas or where there is heavy traffic.
- Adults should inspect all trick-or-treat items before allowing children to have them.
- Be sure the path and steps to your front door are well illuminated and clear of obstacles.
- Daylight trick-or-treating is safer than going out after dark.
- Halloween parties are safer than trick-or-treating at any time.

In addition to making Halloween a safer holiday, it can be a healthier one, too. As Halloween approaches, many children are eagerly awaiting that fall evening to fill their bags with candy and other treats. Keep in mind that even Halloween goodies can be good for your kids – and you



can help limit the effects of even those not-so-healthy treats. Here are some healthy suggestions that might ease parents' minds without ruining their children's fun:

- As children dig into their treats, let them choose a few of their favorites at a time and save the rest for later.
- It's okay for children to have candy, just in moderation. Freezing candy or placing it in snack bags allows them to enjoy their treats in the coming weeks.
- Instead of miniature chocolates and sweet tarts, give out healthier treats like apples, raisins, nuts, sunflower seeds, dried fruits, sugar-free gum, rice cereal and marshmallow bars, granola bars, trail mix, goldfish crackers, pretzels or fruit roll-ups.
- Younger children also like stickers, pictures to color, games, unsharpened pencils and erasers.

Happy Halloween!

Employee Enrichment

By Anya Armes Weber



Employee Enrichment is a weekly feature for CHFS staff. These tips for making work better focus on team building, customer service and personal development.

If you're one to put things off, you can get a handle on your procrastination. Try these tips today, not tomorrow.

Do a task incrementally. If there's a big project looming, break it down into smaller tasks. You'll be able to see your progress, and you'll get to the end eventually.

See the big picture. Think about the consequences of putting off a task until deadline. Is it worth a sloppy outcome, greater costs or just plain high anxiety? You'll feel better avoiding these unfortunate results by getting a head start on your work.

Look for models. Use the time you'd spend dreading the task to research how similar projects were developed. With a little homework you may be able to find something to help jumpstart your plans. This investment now could save you time and effort later.